

# MEMORANDUM

Agenda Item No. 3(A)(5)

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**TO:** Honorable Chairwoman Rebeca Sosa  
and Members, Board of County Commissioners

**DATE:** May 6, 2014

**FROM:** R. A. Cuevas, Jr.  
County Attorney

**SUBJECT:** Resolution retroactively  
authorizing in-kind services  
for the February 23, 2014  
"Carnival Miami 5K/8K Run"

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The accompanying resolution was prepared and placed on the agenda at the request of Prime Sponsor Commissioner Sally A. Heyman.

  
\_\_\_\_\_  
R. A. Cuevas, Jr.  
County Attorney

RAC/smm



# MEMORANDUM

(Revised)

**TO:** Honorable Chairwoman Rebeca Sosa  
and Members, Board of County Commissioners

**DATE:** May 6, 2014

**FROM:**   
R. A. Cuevas, Jr.  
County Attorney

**SUBJECT:** Agenda Item No. 3(A)(5)

Please note any items checked.

- ☐ "3-Day Rule" for committees applicable if raised
- ☐ 6 weeks required between first reading and public hearing
- ☐ 4 weeks notification to municipal officials required prior to public hearing
- ☐ Decreases revenues or increases expenditures without balancing budget
- ☐ Budget required
- ☐ Statement of fiscal impact required
- ☐ Ordinance creating a new board requires detailed County Mayor's report for public hearing
- ☒ No committee review
- ☐ Applicable legislation requires more than a majority vote (i.e., 2/3's \_\_\_\_, 3/5's \_\_\_\_, unanimous \_\_\_\_ ) to approve
- ☒ Current information regarding funding source, index code and available balance, and available capacity (if debt is contemplated) required

Approved \_\_\_\_\_ Mayor  
Veto \_\_\_\_\_  
Override \_\_\_\_\_

Agenda Item No. 3(A)(5)

5-6-14

RESOLUTION NO. \_\_\_\_\_

RESOLUTION RETROACTIVELY AUTHORIZING IN-KIND SERVICES FROM THE PARKS, RECREATION AND OPEN SPACES DEPARTMENT FOR THE FEBRUARY 23, 2014 "CARNIVAL MIAMI 5K/8K RUN" SPONSORED BY KIWANIS CLUB OF LITTLE HAVANA, INC., A NOT-FOR-PROFIT ORGANIZATION, IN AN AMOUNT NOT TO EXCEED \$650 TO BE FUNDED FROM THE BALANCE OF THE DISTRICT 4 FY 2013-14 IN-KIND RESERVE FUND

**WHEREAS**, the Kiwanis Club of Little Havana, Inc. has requested in-kind services from the Parks, Recreation and Open Spaces Department for the February 23, 2014 "Carnival Miami 5K/8K Run" in an amount not to exceed \$650 (see attached Fee Waiver/In-kind Service Application); and

**WHEREAS**, the purpose of the "Carnival Miami 5K/8K Run" is to raise funds to benefit Children's Cancer Care Center; and

**WHEREAS**, The Kiwanis Club of Little Havana, Inc. is a not-for-profit organization; and

**WHEREAS**, the "Carnival Miami 5K/8K Run" is a special event, as that term is defined in the attached Fee Waiver/In-kind Service Application, and \$650 of the in-kind services shall be funded from the balance of the District 4 FY 2013-14 In-Kind Reserve Fund,

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF MIAMI-DADE COUNTY, FLORIDA**, that this Board retroactively authorizes in-kind services from the Parks, Recreation and Open Spaces Department for the February 23, 2014 "Carnival Miami 5K/8K Run" sponsored by the Kiwanis Club of Little Havana, Inc. in an amount not to exceed \$650 to be funded from the balance of District 4 FY 2013-14 In-Kind Reserve Fund.

The Prime Sponsor of the foregoing resolution is Commissioner Sally A. Heyman. It was offered by Commissioner \_\_\_\_\_, who moved its adoption. The motion was seconded by Commissioner \_\_\_\_\_ and upon being put to a vote, the vote was as follows:

Rebeca Sosa, Chairwoman  
Lynda Bell, Vice Chair

Bruno A. Barreiro  
Jose "Pepe" Diaz  
Sally A. Heyman  
Jean Monestime  
Sen. Javier D. Souto  
Juan C. Zapata

Esteban L. Bovo, Jr.  
Audrey M. Edmonson  
Barbara J. Jordan  
Dennis C. Moss  
Xavier L. Suarez

The Chairperson thereupon declared the resolution duly passed and adopted this 6<sup>th</sup> day of May, 2014. This resolution shall become effective ten (10) days after the date of its adoption unless vetoed by the Mayor, and if vetoed, shall become effective only upon an override by this Board.

MIAMI-DADE COUNTY, FLORIDA  
BY ITS BOARD OF  
COUNTY COMMISSIONERS

HARVEY RUVIN, CLERK

By: \_\_\_\_\_  
Deputy Clerk

Approved by County Attorney as  
to form and legal sufficiency.

GKS

Gerald K. Sanchez



**SHOWMOBILES, STAGES, BLEACHERS,  
AND SOUND PRODUCTION**  
(305) 226-8315 Ext. 224/(305) 553-8511 (Fax)

**EQUIPMENT (S) CONFIRMATION FORM**

ORGANIZATION/AGENCY: Kiwanis Club Little Havana

EQUIPMENT REQUESTED: Portable Stage

NAME OF PERSON RESPONSIBLE FOR THIS BILL: Complimentary  
Request

OR INDEX CODE (MIAMI-DADE AGENCIES ONLY): \_\_\_\_\_

BILLING ADDRESS/ZIP CODE: 1400 S.W. West St.  
Miami, FL 33134

NAME/TITLE OF THE EVENT: CARNIVAL Miami Run

ADDRESS OF EVENT: Historic Virginia Key Beach Park

TODAY'S DATE: 2/23/2014 DATE (S) & TIME OF EVENT: 2/23/2014

SET-UP TIME & DAY: 2/22/14 - 2:00pm

TAKE-DOWN TIME & DAY: 2/23/2014 - 2:00pm

CONTACT PERSON/PHONE: Sylvia Vieta - 305-644-8888 Cell: 305-490-5609

AT SITE CONTACT/CELL PHONE#: Enrique Pousada - 786-290-1296

SPECIAL INSTRUCTIONS: Direction item(s) are to be placed, maps, diagrams, etc.

OTHER INFORMATION: Include additional equipment if needed.

We, the users, understand that we assume full responsibility for any damage, theft, or loss to said equipment and its accessories between the time the Miami-Dade Park and Recreation Department completes setting up and the time it takes down. We, the users, also agree to adhere to the requests set forth in the rental policy. We do have a copy of the rental policy and fully understand the requirements set forth in renting the equipment requested as out-lined in the rental policy. We also understand that the total fee is to be remitted (15) fifteen working days before the event.

\*Fee:

Signature: Sylvia P. Vieta

\*(SEE FEE SCHEDULE FOR EXACT CHARGES)

Agency/Group: Kiwanis Little Havana

**CANCELLATIONS MUST BE MADE 72 HOURS IN ADVANCE OF THE  
EVENT BY FAX OR EMAIL OTHERWISE EXPECT TO BE CHARGED**

**½ (HALF) OF RENTAL FEE.** \*There will be no completed reservation on the schedule unless the confirmation Form is filled out completely and signed.

Late equipment arrivals, please call (786) 236-7926

FEB 04 2014

MIAMI-DADE COUNTY  
FEE WAIVER/IN-KIND SERVICES APPLICATION  
FY 2008-09

COUNTY FEE WAIVERS OR IN-KIND SERVICES REQUESTED THROUGH THIS PROCESS ARE NOT EFFECTIVE UNTIL APPROVED BY ACTION OF THE BOARD OF COUNTY COMMISSIONERS PURSUANT TO THE MIAMI-DADE COUNTY HOME RULE CHARTER

Please complete the following form and submit completed form along with requested materials, if applicable, to:

Office of Strategic Business Management  
111 N.W. 1<sup>st</sup> Street, Suite 2200  
Miami, FL 33128

Phone: (305) 375-5143  
Fax: (305) 375-5168

Type of Event/Application (select one of the following):

- ☐ District Event - Event of minimal impact related to specific commission district (Complete questions 1-7, sign and date; copy will be submitted to the appropriate District Commissioner within two days of receipt of application.)
- ☐ Small Event - Event of minimal impact not necessarily related to a specific commission district. (Complete questions 1-7, sign and date.)
- ☒ Special Event\* - Event with expected attendance of less than 5,000 with localized impact limited to an individual community or municipality (Complete questions 1-12, sign, date and submit form no later than 60 days prior to event date.)
- ☐ Major Event\* - Large Event with expected attendance of over 5,000 or significant probability of protests, controversy, violence or vandalism (Complete questions 1-12, sign, date and submit form no later than 120 days prior to event date.)

**\*\*Note: Event budget must be included for "Special" and "Major" event types.\*\***

Commissioner sponsoring event

Sally A. Heyman

1. Full legal name of the requesting organization:

Kiwanis Club of Little Havana

2. Applicant Status: (Select one of the choices below)

- ☒ Not-For-Profit or Tax Exempt  
☐ For-Profit  
☐ Local Government or Public Entity  
☐ Other (specify): \_\_\_\_\_

3. Name and contact information for single point of contact (address, phone, fax, e-mail address, etc.):

Sylvia Vieta - 1400 S.W. First St., Miami, FL 33135

Tel. 305-644-8888 - Fax. 305-644-8693 - Cell. 305-490-5609

S.VIETA@CARNAVALMIAMI.COM

4. Specify fee waiver or in-kind service requested (quantify, if applicable):

FEE WAIVER

5. Name, date of event, description, and purpose of the event (if event is a fund-raiser, define the beneficiaries):

CARNIVAL Miami Run will be held Sunday, Feb. 28 at 7:30 AM. This event is an 8K RUN, 5K WALK & RUN Starting & ending at Virginia Key Beach Park. A portion of the proceeds benefit the Children's Cancer Caring Center

6. Please select ALL that apply to event:

- ☐ Economic Development: Event supports vitality or growth of the local economy
- ☐ Youth/Education: Event benefits youth of any age and/or offers educational benefits
- ☐ Health and Social Services: Event supports health-related causes and/or social programs or institutions that improve quality of life within the community
- ☐ Arts and Culture: Event supports music, theatre, literature, art or culture
- ☐ Environmental: Event benefits environmental concerns or promotes conservation
- ☒ Sports and Athletics: Event supports/promotes organized sports or recreational participation

7. Physical address of event venues (please specify Commission District(s)):

Historical Virginia Key Beach Park

8. Description of regional or local impact:

Race is widely publicized in Newspapers, Radio & Television by Promo Spots and News Coverage

9. Daily/hourly event schedule, including set-up and breakdown schedule (attach event calendar, if applicable):

Set up - Saturday, Feb. 27 at 2 PM  
Breakdown - Sunday, Feb. 28 at 2 PM

MIAMI-DADE COUNTY  
FEE WAIVER/IN-KIND SERVICES APPLICATION  
Page 3

10. Detailed description of event venues (map or schematic of event venues, access points, surrounding roadways and traffic flow diagrams, if applicable): See Attached

11. Expected number of participants and estimated attendance (per day, if applicable): 1,500

12. Itemized budget, including total event budget, total budget of host organization, if applicable, and total commitment of resources (attach additional pages as needed): See Attached

I hereby certify that all the statements made in this application are true and correct.

Sylvia C. Berto  
Signature of Authorized Representative

1/23/2014  
Date



**CARNAVAL MIAMI RUN  
BUDGET  
2014**

**REVENUES**

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Sponsorships	\$35,000
Entry Fees	25,000
TOTAL REVENUES	<u>\$60,000</u>

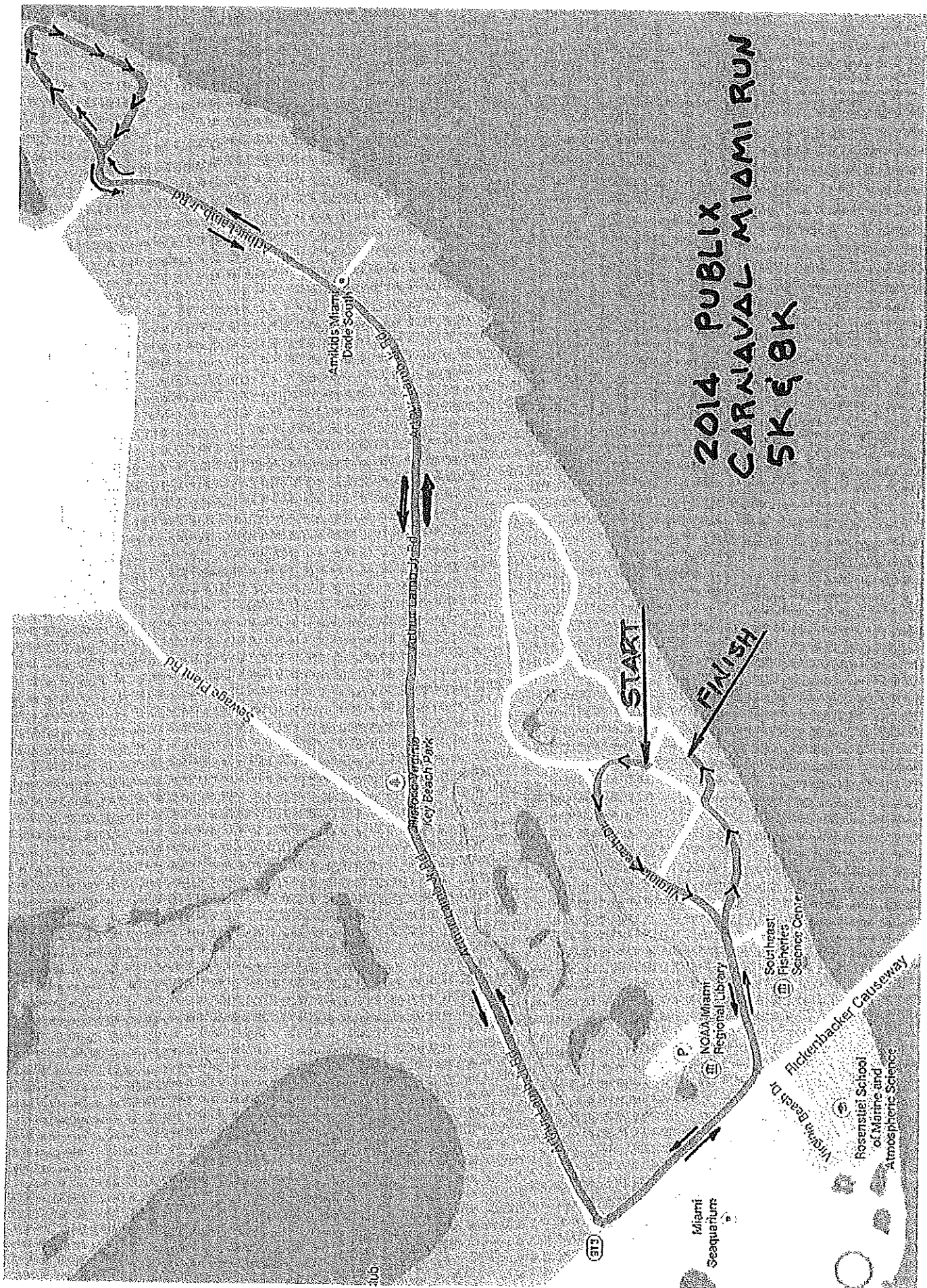
**EXPENSES**

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8K Run Prizes	\$3,000
T-Shirts	10,000
Race Management Fee	10,000
Police	2,500
Fire & Rescue	2,500
Clean Up	2,000
Barricades/Labor	3,000
Portable Toilets	1,000
Entertainment	1,000
Stage/Sound	2,000
Temp Pole/Electricity	1,000
Rentals (Trucks, Tables, Etc.)	1,800
Banners/Signs	2,000
Printing	1,500
Facility Rental	4,000
Food/Refreshments/Ice	2,000
Race #, Packs, Pins, Bags	200
Insurance	500
Race Day Workers	2,500
Timing/Timing Chips	5,000
Miscellaneous	2,500
TOTAL EXPENSES	<u>\$60,000</u>

NET PROFIT (Loss)	0
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# 2014 PUBLIX CARNIVAL MIAMI RUN 5K & 8K



**FLORIDA DEPARTMENT OF STATE  
DIVISION OF CORPORATIONS****Detail by Entity Name****Florida Non Profit Corporation**

THE KIWANIS OF LITTLE HAVANA FOUNDATION, INC.

**Filing Information**

**Document Number** N22836  
**FEI/EIN Number** 650093807  
**Date Filed** 10/05/1987  
**State** FL  
**Status** ACTIVE

**Principal Address**

1400 SW FIRST STREET  
MIAMI, FL 33135

Changed: 04/12/2007

**Mailing Address**

1400 SW FIRST STREET  
MIAMI, FL 33135

Changed: 04/12/2007

**Registered Agent Name & Address**

HALLEY, CARLOS  
821 MALAGA AVENUE  
CORAL GABLES, FL 33134

Name Changed: 01/24/2011

Address Changed: 01/28/2009

**Officer/Director Detail****Name & Address**

Title VP

GONZALEZ, PEDRO  
8305 MENTEITH TERRACE  
MIAMI LAKES, FL 33016

Title S

ORESTES, WRVES

03/20/1996 -- ANNUAL REPORT

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State of Florida, Department of State

# Memorandum



**Date:** May 6, 2014

**To:** Honorable Chairwoman Rebeca Sosa  
and Members, Board of County Commissioners

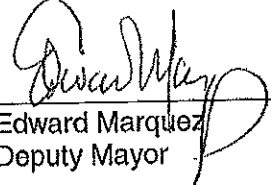
**From:** Carlos A. Gimenez  
Mayor 

**Subject:** District Specific In-Kind Request

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A retroactive waiver for in-kind services has been requested by the Kiwanis of Little Havana, Inc., for their "Carnival Miami 5k/8k Run" event held on February 23, 2014.

In-kind services have been requested in an amount not to exceed \$650 from the Parks, Recreation and Open Spaces Department for the use of a portable stage. This event will be funded from the balance of District 4 FY 2013-14 In-Kind Reserve Fund.

  
Edward Marquez  
Deputy Mayor

InkInd01427